

Young Artists Program

D.C. Commission on the Arts & Humanities



APPLICATION GUIDELINES FOR INDIVIDUALS FY 2004

D.C. Commission on the
Arts & Humanities
410 Eighth Street, NW, Fifth Floor
Washington, DC 20004

(202) 724-5613
(202) 727-4135 FAX
(202) 727-3148 TDD
<http://dcarts.dc.gov>

Anthony Gittens,
Executive Director

Government of the
District of Columbia



Anthony A. Williams, Mayor

✓ **Deadline**

Thursday, June 12, 2003 at 7:00 PM

All applications must be received at the Commission by this time.

✓ **Required Young Artists Program Workshops**

Assistance in preparing applications is available through workshops held on:

- **Tuesday, May 13, 2003**

Marshall Heights Community Center, 6:30-8:00 PM
3939 Benning Road, NE, Washington, D.C.

- **Tuesday, May 20, 2003**

D.C. Commission on the Arts & Humanities office, 12:00 PM – 1:30 PM
410 8th Street NW, 5th floor


..... **About the Commission**

The D.C. Commission on the Arts and Humanities is the official arts agency of the District of Columbia. Commission programs support and promote stability, vitality, and diversity of artistic expression in the District. The Commission is assisted in its grants making by advisory panels of respected arts professionals and community representatives who make recommendations to the Commission on grant awards.

About the Young Artists Program

The Young Artists Program offers grants of up to \$2,500 to artists between the ages of 18 and 30. The Arts Commission recognizes that there are young segments of our community who are creating art and contributing to the vitality of our city. This program is devoted to identifying and assisting these young artists. Grants will support individuals in the following areas: crafts, dance, literature, media, music, interdisciplinary/performance art, theater and visual arts. Eligible projects include support for innovative art projects and community service projects aimed primarily at providing access and positive alternatives for youth

Accessibility Services

Persons needing accessibility accommodations for Commission services and programs may  contact the Commission's 504 Coordinator, Mary Liniger, at (202) 724-5613 or (202) 727-3148 TDD to request assistance. A large print or cassette version of this document is available with advance notice. Sign language interpretation is available for Commission workshops and events with two weeks notice.

Proveemos asistencia en ESPAÑOL con previo aviso.

The D.C. Commission on the Arts and Humanities is supported in part by the National Endowment for the Arts.

Photo: Opera singer and Young Artists Program grantee Hoo-Ryoung Hwang.

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Funding Categories

Artists may apply in either or both categories listed below. The grant amount limits are indicated beside each category.

- **CATEGORY 1: Young Emerging Artists Grant Program** **up to \$2,500**
Artists may apply for support for innovative art projects. An innovative art project may be defined as a project that demonstrates imaginative use of artistic skills or provides a meaningful creative experience for the applicant not otherwise readily available.
- **CATEGORY 2: Young Artists Community Service Program** **up to \$2,500**
Artists may apply for support for projects that strengthen communities as well as provide positive alternatives for youth. Projects can address such issues as lack of high quality art instruction and training, assistance in building marketable skills, and developing economic self-sufficiency for all residents, and opportunities to build healthy relationships.

Eligibility

Applicants must be between the ages of 18 and 30 at time of application. If the applicant is working with an organization, the project must be designed, managed and implemented by the applicant. Applicants must be residents of the District of Columbia at the time of the application and maintain DC residency during the grant period. Applicants may not use grant funds to underwrite expenses associated with a degree or certificate program at a college, university, or conservatory. Only one application may be submitted per applicant. A copy of a birth certificate, driver's license or other form of documentation verifying the applicant's age must be included with the application. Incomplete applications will not be forwarded to panel for review.

Grant Amounts/Notification

There is no matching requirement for the grant award. All applicants will be notified of grant decisions in writing after October 17, 2003. The grant period is from October 1, 2003 to September 30, 2004. All grants are contingent upon the availability of funds.

Evaluation Criteria

Applications will be evaluated primarily on artistic merit, project innovation, community impact, and feasibility of the project request. More details on specific evaluation criteria may be found on page 16 of the FY2004 Guide to Grants booklet.

Grant Management and Professional Development

Applicants awarded grants must attend a grant agreement orientation which will explain how to manage the grant. Attendance at the orientation and execution of a grant agreement are both required before any grant funds are paid to the grantee.

All grantees will meet at the Commission collectively on a monthly basis throughout the grant period in order to expand their knowledge of resources available to them as members of the District of Columbia's arts community.

Access and Equal Opportunity

Federal and District of Columbia statutes require all applicants to comply with laws and regulations governing nondiscrimination. These include: Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin, Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1686), which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 - 12213) which prohibits discrimination on the basis of disabilities; and the D.C. Human Rights Act of 1977.



Young Artists Program

APPLICATION DEADLINE:
Thursday, June 12, 2003 at 7:00 PM

- ✓ **SUBMIT:** ONE ORIGINAL PACKET (the signed application form and its attachments) and **13 COPIES**, COLLATED, BINDER CLIPPED or STAPLED. Please type.

Category (check one):

☐ Young Emerging Artist Program

☐ Young Artists Community Service Program

Artistic Discipline (check one):

☐ Dance

☐ Theater

☐ Music

☐ Crafts

☐ Media

☐ Other: _____

☐ Literature

☐ Visual Arts

☐ Multidisciplinary

☐ Interdisciplinary/Performance Art

Amount Requested (may not exceed \$2,500) \$ _____ Ward # _____

Legal Name _____ Social Security Number _____

LAST NAME

FIRST NAME

MIDDLE INITIAL

Applicant's Professional Name (if different than legal name) _____

Street Address (P.O. Box not accepted) _____

Washington, DC Zip Code _____ Email _____

Telephone _____ (day) _____ (eve.) Fax _____

Website _____

Indicate work sample submitted (i.e., 10 slides, 1 videotape, audition): _____

PROJECT SUMMARY (up to 30 words, use the space provided, do not photo reduce)

PLEASE ATTACH THE FOLLOWING TO THE APPLICATION FORM

Collate in exact order. Use 8.5" X 11" sheets. Please use a 12 point font, and do not photo reduce.

- ☐ Project description—up to one single spaced page
- ☐ Artistic statement—up to one half page
- ☐ Résumé(s) of key personnel involved in the project—up to one page each
- ☐ Complete project budget form and a budget narrative (up to one page) explaining all items
- ☐ Cost estimates (commercial invoices and/or price quotes on business letterhead)
- ☐ No more than four items of additional materials, e.g., reviews, letters of support, programs, brochures, etc.
- ☐ A brief description of the work sample submitted (treatment, synopsis, audition description, etc)

ALSO PROVIDE ONE COPY OF THE FOLLOWING ATTACHED TO THE TOP (ORIGINAL) PACKET

- ☐ Work sample materials that speak to the artistic merit of the project, as described on page 4
- ☐ A self-addressed stamped envelope for return of work sample
- ☐ A copy of a birth certificate, driver's license or other form of documentation verifying the applicant's age

I hereby certify that the information in this application and its attachments are true and correct to the best of my knowledge.

APPLICANT SIGNATURE

DATE

Young Artists Program

Project Budget Form

EXPENSES

1. PERSONNEL
 - a. Administrative _____
 - b. Artistic _____
 - c. Technical/Production _____
2. SPACE RENTAL _____
3. TRAVEL
 - a. Transportation _____
 - b. Per Diem _____
4. MARKETING/PROMOTION
 - a. Printing _____
 - b. Advertising _____

5. REMAINING OPERATING EXPENSES
 - a. Postage _____
 - b. Telephone _____
 - c. Other (itemize) _____
 - d. Equipment* _____
6. TOTAL CASH EXPENSES _____
(add lines 1-5) *may not exceed \$2,500*

INCOME

7. PROJECTED REVENUE _____
in addition to grant funds requested
(if applicable)

***Note: Use of grant funds to purchase equipment of \$500 or more per unit, with life expectancy of more than two years is not allowable.**

Work Sample Submission Requirements by Discipline

Applicants are required to submit artistic work samples no more than two years old. The sample should speak to the artistic merit of the project outlined in the application. Work samples must be labeled with applicant name, title, and date of work. A self-addressed, stamped envelope must be provided for the return of work sample(s). For audio/video tapes, no more than 10 minutes will be reviewed for each applicant. Auditions will have a time limit of five minutes each and may include a question and answer session with panelists.

- VISUAL ARTS AND CRAFTS: 10 slides of at least five different works and 4 copies of slide identification sheet listing applicant's name, title, medium, size, and date of each work.
- DANCE (DANCERS and CHOREOGRAPHERS): Up to two video tapes or an audition.
- INTERDISCIPLINARY/PERFORMANCE ART: Up to 10 slides with 4 copies of a slide identification sheet, or two audio/video tapes, or a combination of items, demonstrating the integration of disciplines in your work or audition.
- LITERATURE: 4 copies of five works. If submitting excerpts, provide synopsis.
- MEDIA (FILM, RADIO and VIDEO): Up to two audio/video tapes of completed work or work-in-progress, and 4 copies of a one-page treatment of each work.
- MUSIC: Up to two audio/video tapes or audition. Composers and arrangers should also submit related scores or lead sheets.
- THEATER: Samples that could include video tape or audition of contrasting monologues, or 10 slides of productions with 4 copies of slide identification sheet, or audio tape of sound design, or 4 copies of a concept statement (1-3 pages) of a recently directed play. Playwrights submit 4 copies of a play and a one-page synopsis.

Information

For more information please call: (202) 724-5613 (voice); (202) 727-4135 (fax); (202) 727-3148 (TDD)

Visit our home page: <http://dcarts.dc.gov> or contact us by e-mail at: dcart@dc.gov